

Frequently Asked Questions

June 10, 2021 Base Salary Increases

Employee Eligibility

1. Who is eligible for the June 10, 2021, 5% base salary adjustment?

Classified Employees:

All classified employees who were employed in salaried positions as of March 10, 2021 and remain employed as of June 10, 2021 with no break in service and who received a rating of “Contributor” or above on their last performance evaluation or more recent interim evaluation.

A&P Faculty:

A&P Faculty who were employed in a salaried position on or before March 10, 2021 and remain employed as of June 10, 2021 with no break in service and who hold a satisfactory performance rating.

Instructional Faculty:

Instructional Faculty who were employed on or before March 10, 2021 and remain employed as of June 10, 2021 with no break in service and hold a satisfactory performance rating.

2. What increase will part-time employees receive?

Wage Employees:

All wage employees who were employed on or before March 16, 2021 and remain employed on June 16, 2021 with no break in service will receive a 5% increase on June, 16, 2021.

Adjunct Faculty:

Adjunct Faculty will receive a 5% increase as contracts are renewed; therefore, effective dates will vary.

3. How will I know what my new salary will be?

Your new salary can be seen in [My Madison](#) on or before June 15, 2021 for full-time staff and faculty and on or before June 30, 2021 for wage employees.

4. Why was March 10, 2021, selected as the cutoff employment date for the 5% base salary adjustment?

The base salary adjustments are performance dependent increases. A three-month period provides a reasonable time to assess the probationary progress of a new employee, therefore three months employment is required to be eligible for the performance driven increase.

5. What if I worked at a different state agency before being hired at JMU after March 10, 2021?

As long as you were hired in a state agency on or before March 10, 2021 with no breaks in service and have a satisfactory performance evaluation on file, you will be eligible for the June 10th performance based increase.

6. I am paid from a grant or contract, is the increase optional if the funding is not available?

This is a general increase authorized by the Commonwealth of Virginia; therefore, the increase is not optional and must be supported by the sponsor. Please contact the [Office of Sponsored Programs Accounting](#) if you have questions regarding grants or contracts.

7. What happens to my raise if I am on leave without pay?

Employees on leave without pay status will receive the raise when they return to active status.

8. Will employee performance ratings affect eligibility for the June 10, 2021 salary adjustments?

Yes. The June 10, 2021 salary adjustments are performance-driven. Employees must have received a rating of “Contributor” or “Extraordinary Contributor” (or equivalent) on their latest performance evaluation or more recent interim evaluation in order to be eligible to receive a salary adjustment.

9. Are wage employees eligible for any salary increases?

Yes. Eligible wage employees will receive a 5% increase effective June 16, 2021 and will be reflected in the July 16th pay advice. Employees must be employed on or before March 16, 2021, and remain employed on June 16, 2021 with no break in service.

10. How will promotion and tenure raises be applied?

For 12-month faculty, the order of the increases are:

- 5% VA State increase first (effective June 10, 2021)
- Promotion and tenure next (effective June 25, 2021)

For 10-month faculty, the order of the increases are:

- 5% VA State increase first (effective June 10, 2021)
- Promotion and tenure next (effective August 25, 2021)

11. For employees separating effective June 10, 2021, will the June 10, 2021 salary adjustments apply to their leave payments or other benefits?

No. The last day worked for an employee separating effective June 10, 2021, is June 9, 2021. Therefore, the employee is not employed on June 10, 2021, and is not eligible for the June 10, 2021, salary increases.

12. How will this increase affect classified pay bands?

The minimum and maximum of each classified pay band will increase by 5%.

The new Pay Bands are as follows:

JMU FY22 Pay Band Ranges		
Pay Band	Effective June 10, 2021	
	Minimum	Maximum
1	\$19,760	\$55,011
2	\$23,727	\$67,789
3	\$28,354	\$78,419
4	\$37,042	\$98,371
5	\$48,391	\$124,434
6	\$63,219	\$158,482
7	\$82,592	\$202,971
8	\$107,894	\$261,087
9	\$140,957	Market

JMU FY22 Wage Pay Band Ranges		
Pay Band	Effective June 16, 2021	
	Hourly Minimum	Hourly Maximum
1	\$9.50	\$26.45
2	\$11.41	\$32.59
3	\$13.63	\$37.70
4	\$17.81	\$47.29
5	\$23.27	\$59.82
6	\$30.39	\$76.19
7	\$39.71	\$97.58
8	\$51.87	\$125.52
9	\$67.77	Market

Effect on Employees' Compensation

1. When will I see the changes in my paycheck?

For salaried employees, the June 10, 2021, salary adjustment will first appear in the July 1, 2021, pay advice.

For wage employees, the June 16, 2021, salary adjustment will first appear in the July 16, 2021, pay advice.

2. Is the June 10, 2021 base salary adjustment calculated on base pay or total state pay?

The salary adjustments are to base state salary effective June 10, 2021.

3. Does Temporary Pay count toward the calculation of the salary adjustments?

No. Temporary Pay is paid when an agency assigns an employee to perform different key (essential) duties on an interim basis, for critical assignments associated with a special time-limited project, or for employees serving in an acting capacity in a higher level position. Because these assignments are temporary, the additional pay associated with them is not creditable for retirement purposes. Therefore, these amounts will not be automatically adjusted effective June 10, 2021.

4. What happens to employees on leave?

Otherwise-qualified employees who are on short-term disability or other paid leave will receive the salary adjustment on June 10, 2021.

Employees on long-term disability-working will also have the salary adjustment applied to their current rate of pay. The adjustment does not apply to individuals who are on long-term disability-non-working.

Employees on leave without pay are not eligible for the salary adjustment until they return to work or paid leave.

Military supplements of eligible employees on leave without pay-military will be adjusted to reflect the base salary increase.